



**Ascension-St. James Airport and Transportation Authority
6255 Airport Industrial Blvd., Gonzales, Louisiana 70737**

Regular Meeting Minutes
May 23, 2017

- 1) The Ascension-St. James Airport and Transportation Authority met on May 23, 2017 at 5:00 PM at the airport site with Chairman Richard Webre presiding. The following members were present, Roger Keese, James Mitchell, Cynthia Stafford, Jared Amato and Charles Ketchens.
- 2) Others attending included Cody Martin, Nicholas Delbasty, Kevin Landry and Janet Gonzales.
- 3) A motion and second were made by Roger Keese and Jared Amato respectively to accept the April 25, 2017 Regular Meeting Minutes as printed. The motion carried unanimously.
- 4) A motion and second were made by Roger Keese and Jared Amato respectively to go into executive session. The motion carried unanimously.
- 5) A motion and second were made by Cynthia Stafford and Jared Amato respectively, to reconvene the regular business meeting. The motion carried unanimously.
- 6) Roger Keese gave the Treasurer's report. A motion and second were made by Cynthia Stafford and Jared Amato, respectively, to pay the credit card bill of \$729.80. The motion carried unanimously.
- 7) A motion and second were made by Charles Ketchens and Jared Amato, respectively to publish that the proposed budget for FY Ending June 30, 2018 is available for review. The motion was adopted unanimously.
- 8) Chairman Webre, in the situation report noted his findings from Justice of the Peace John Hebert regarding hangar evictions, as well as recommendations for 3 recognized closed holidays with no Hangar 22 services or full service fueling operations.
- 9) A motion and second were made by Jared Amato and Roger Keese respectively to approve the proposed purchase of lineman uniform shirts and a large water tank for pressure washing runway markings and other airport facilities. The motion carried unanimously.
- 10) Chairman Webre turned the remainder of the meeting over to Vice-chairman Jared Amato as he needed to be excused.
- 11) Janet Gonzales gave the airport managers' report.

Rick Webre, Chairman

Cynthia Stafford, Secretary



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- 12) A motion and second were made by Roger Keese and Cynthia Stafford respectively to submit the recommended records retention policy to the Secretary of State's office for approval. The motion carried unanimously.
- 13) A motion and second were made by Roger Keese and James Mitchell respectively to increase the Hangar Row A, B, C & D by 2.7% at the renewal date of July 1, 2017. The motion carried unanimously.
- 14) The next meeting is scheduled for June 27, 2017 at 5:00 pm.
- 15) A motion and second were made by James Mitchell and Charles Ketchens respectively, to adjourn. The motion carried unanimously.

Rick Webre, Chairman

Cynthia Stafford, Secretary